



## Getting Started

### ***What the Digital Faith Community Means to You.***

DFC is not website hosting, but rather a Web 2.0 application. With DFC you don't need hosting, it's included as are a number of other features and services. For example, event registration, email and calendar integration, news stories, sermon archives, search optimization and much more. You don't need to worry about hosting, servers, bandwidth requirements or any of the arcane details of operating an online community. Just use DFC and we'll worry about the details.

The Content Management System provides the tools so that anyone with some training will be able to create and edit content, on your website as well as manage images, document files, and register folks on-line for parish events. You do not need to find a "professional" to manage the content on your web site.

To maintain consistency and uniformity to your web site, we use a series of Cascading Style Sheets (CSS) that that directs the fonts, styles, and all other characteristics to maintain the look and feel you expect from your web site. So while many users may be involved in updating the content, it will still look as though one person is maintaining the site.



Our system is designed to have multiple administrators. By assigning the folders within the Content Management Systems, the folks that would be directly responsible for communicating that content to your community could have access to do so. You do not have to wait for someone else to upload the content. This means the author of the content can update on an "as needed basis".

Will everyone be able to update our website? DFC supports secure user accounts. You'll determine what permission level contributors have. Whether is contributing to a mission blog or working on a youth group page, each user is assigned a particular permission level and specific content areas that they can contribute.

What we recommend that someone with a "strong interest" in maintain your website as an effective communicator. They would monitor content, assign administrators, and be the conduit to talk to us about any issues you may encounter.

So our goal is that for you with some basic training and understanding, the user can create content, add images, documents, and create events with "easy to follow" instructions so that you can produce quality looking web pages.

### Functions of the CMS

Below are some of the skills you will learn to help you produce those "quality-looking" web pages.

Adding Contenting to Pages

Editing Content on Pages

Create and Editing News Stories

Adding Images

Creating Links

Creating Events for online registration

Adding Audio and Video Files